

**Board of Management for the District of Parry Sound West (Belvedere Heights)
Regular Meeting
Wednesday March 27, 2019**

MINUTES

Present: Ms. Lynne Gregory, Chair
Ms. Karen Insley-Stewart, Vice Chair
Mr. Doug McCann, Secretary-Treasurer
Mr. Ted Knight *via teleconference*
Mr. Don Carmichael
Ms. Marsha Rivers, Chief Executive Officer (CEO)
Ms. Billie Torbett, Recording Secretary

Regrets: Mr. Paul Borneman
Mr. Art Coles

- 1.0 **CALL TO ORDER:** The Board Chair called the meeting to order at 9:07 a.m.
- 2.0 **ITEMS TO BE ADDED TO THE AGENDA:**
- 3.0 **CONFLICT OF INTEREST:** None
- 4.0 **APPROVAL OF MINUTES:** The minutes from the February 27, 2019 meeting were presented. One member raised numerous objections. The approval of the minutes was therefore deferred to the next meeting.

29/19 **“That the minutes of the Regular Meeting held February 27, 2019 be accepted as presented.”**

DEFERRED TO NEXT MEETING

- 5.0 **COMMITTEES:**
- 5.1 **HUMAN RESOURCES:** The Chair of the Committee reported that the Committee met on March 12, 2019.
- 5.1.1 **Manager Human Resources:** The CEO discussed the major responsibilities of the position and its alignment with the strategic directions.
- 5.1.2 **Director Compensation:** The Chair of the Human Resources Committee described the process used by the Committee to evaluate Director Compensation and the Committee’s recommendations with respect to the change in Honorarium paid for attending meetings and Mileage rate.

30/19 **“THAT the Human Resources Committee of the Board of Management is recommending a change to the honorarium for Board members as follows: \$135 plus mileage for Board members, \$150 plus mileage for the Vice Chair and \$170 plus mileage for the Chair; that the Committee meetings shall be paid at the rate of 75% of regular meetings**

**Board of Management for the District of Parry Sound West (Belvedere Heights)
Regular Meeting
Wednesday March 27, 2019**

MINUTES

AND FURTHER

THAT the mileage reimbursement rate will change to \$0.52 per kilometer;

AND FURTHER

THAT the rates will be looked at every new term of the Board (reviewed after each municipal election) and be adjusted annually (rounded to the nearest \$5.00);

AND FURTHER

THAT the new rates take effect April 1, 2019.”

Moved by Ted Knight

Seconded by Doug McCann

Carried

5.1.3 Skills Inventory – Committee member Karen Insley Stewart reported that four members have submitted the completed skills template.

5.1.4 Board Self-Evaluation – Deferred to the next board meeting.

5.2 SUSTAINABLE CORE BUSINESS – Minutes from the Committee meeting held on March 12, 2019 were circulated and discussed. The Committee recommended “Assured Care” to complete the work outlined in the amended RFQ.

31/19 “THAT the Finance Committee of the Board of Management recommends the management firm “Assured Care” to provide specified financial consulting and/or management services as part of our Core Business Plan as per the RFQ;

AND FURTHER

THAT the Board of Management authorize the CEO to select proposal and proceed with consultation process as per the RFQ.”

Moved by Doug McCann

Seconded by Karen Insley Stewart

Carried

6.0 PRESENTATIONS:

6.1 AdvantAge Ontario – CEO Lisa Levin made a presentation to the Board providing information to the Board about AdvantAge Ontario, highlighting issues and advocacy as well as member supports and education.

**Board of Management for the District of Parry Sound West (Belvedere Heights)
Regular Meeting
Wednesday March 27, 2019**

MINUTES

7.0 BUSINESS ARISING:

7.1 Appointment of 2019 Financial Auditor – The process to appoint a financial auditor was discussed. The CEO provided examples from two (2) other district homes.

DIRECTION PROVIDED FROM THE BOARD TO THE CEO TO RETAIN KPMG TO COMPLETE THE 2018 (2018/19) FINANCIAL AUDIT.

8.0 CORRESPONDENCE:

- 8.1 Long-Term Care Home Service Accountability Agreement (2019-2022)
- 8.2 Multi-Sector Service Accountability Agreement (2019-2022)

9.0 REPORTS:

- 9.1 Chair – Discussion followed
- 9.2 CEO – Discussion followed

10.0 OTHER BUSINESS:

10.1 MSAA Compliance Declaration 2018-19

32/19 “THAT the Board authorize the Board Chair to sign Schedule G – Form of Compliance Declaration issued pursuant to the MSAA for the period April 1, 2018 – March 31, 2019.”

Moved by Karen Insley Stewart Seconded by Doug McCann Carried

10.2 MSAA 2019-2022

33/19 “THAT the Board authorize the Board Chair and CEO to sign the attached Long-Term Care Home Multi-Sector Service Accountability Agreement (M-SAA) for the period of April 1, 2019 to March 31, 2022.”

Moved by Karen Insley Stewart Seconded by Doug McCann Carried

10.3 LSAA 2019-2022

34/19 “THAT the Board authorize the Board Chair and CEO to sign the attached Long-Term Care Home Service Accountability Agreement (L-SAA) for the period April 1, 2019 to March 31, 2022.”

Moved by Karen Insley Stewart Seconded by Don Carmichael Carried

10.4 Governance Training – Training with DDO Health Law is being organized. Members were also provided information on the general training session being offered by Canadore College.

**Board of Management for the District of Parry Sound West (Belvedere Heights)
Regular Meeting
Wednesday March 27, 2019**

MINUTES

11.0 ACCOUNTS PAYABLE:

35/19 "THAT the Board hereby approves the Operating Expenses in the amount of \$ 953,993.33; Life Lease Expenses in the amount of \$ 16,123.08; and Community Support Services Expenses in the amount of \$ 52,074.49 for the month of February, 2019 as per the attached lists."

Moved by Doug McCann

Seconded by Don Carmichael Carried

12.0 IN-CAMERA MEETING:

36/19 "That the Board of Management move into "In-Camera" Session at 12:00 p.m."

Moved by Don Carmichael

Seconded by Doug McCann

Carried

39/19 "That the reports and directions of the Board of Management "In-Camera" session be accepted as presented."

Moved by Karen Insley Stewart

Seconded by Don Carmichael

Carried

13.0 ADJOURNMENT:

40/19 "That the Board adjourn at 1:05 p.m."

Moved by Karen Insley Stewart

Seconded by Don Carmichael

Carried


Chair


Secretary-Treasurer

Next Regular Board meeting will be held Wednesday, April 24, 2019 at 9:00 a.m. in the Administration Room.